

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
29TH DIVISION STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (410) 576-6111

POSITION VACANCY ANNOUNCEMENT #13-081 OPENING DATE: 24 July 2013 CLOSING DATE: 23 August 2013

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: X ARMY NATIONAL GUARD AIR NATIONAL GUARD

POSITION TITLE: INFO SYSTEMS TECH (255A0) HIGHEST GRADE AUTHORIZED: CW3/W3

ORGANIZATION AND LOCATION: MDARNG-JFHQ-G1, 29TH DIVISION STREET, BALTIMORE, MARYLAND 21201

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO CURRENT WARRANT OFFICERS (CW2 PROMOTABLE WITHIN ONE YEAR) OF THE MARYLAND ARMY NATIONAL GUARD AND THOSE ELIGIBLE FOR MEMBERSHIP.

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATIONS:	ON-BOARD AGR QUALIFICATIONS:	
<div>1. Must be in a Ready Reserve status.</div> <div>2. If an Enlisted Soldier, must be 18 years of age and not have reached his/her 55th birthday.</div> <div>3. Must not be under current suspension of favorable personnel actions.</div> <div>4. Must not be entitled to receive Federal military retired or retainer pay.</div> <div>5. Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of active service and before MRD.</div> <div>6. Personnel applying for an initial tour with fifteen (15) or more years of active military duty credited toward retirement must have a waiver from the National Guard Bureau (NGB-ARM) prior to placement on tour.</div> <div>7. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date of separation.</div> <div>8. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program.</div>	<div>1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18.</div> <div>2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry.</div> <div>3. Must not be pregnant per AR 40-501 and AR 600-110.</div> <div>4. Must meet the body composition standards prescribed in AR 600-9.</div> <div>5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a “3” or “4” must meet the requirements of AR 600-60 prior to initial entry.</div> <div>6. Must be able to complete the Military Education requirements commensurate with the military grade, AMEDD Basic/Advanced Course, CAS3/SOS and have a Masters degree from an accredited program acceptable to the Surgeon General as specified in AR 611-101.</div> <div>7. Must possess the grade equal to or below that authorized for the AGR duty position.</div> <div>8. Must possess or be able to gain, within 12 months, the specialty required for the AGR duty position.</div> <div>9. If announcement is open to Non-AGR Soldiers eligible for commission, Enlisted soldiers must have an OCS completion certificate or a warrant officer pre-determination packet.</div>	<div>1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18.</div> <div>2. Must possess AOC of the AGR duty position or become qualified in that AOC within 12 months.</div> <div>3. Failure to qualify in AGR duty position AOC within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5.</div> <div>4. Must be within grade requirements of MTOE/TDA position and NGB staffing Guide.</div> <div>5. If announcement is open to AGR Soldiers eligible for commission, Enlisted AGR soldiers must have an OCS completion certificate or a warrant officer pre-determination packet.</div>	
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Pay Calculator <<http://www.dfas.mil/militarypay.html>>
BAH Calculator <<http://www.defensetravel.dod.mil/perdiem/bah.html>>

DESCRIPTION OF DUTIES: Account management of RCAS, DPRO, Record Brief, iPERMS, ETRANS (Systems Branch), SIDPERS and DPRO Reporting and QA (Systems Branch), iPERM Server Manager (G6), Tech Assistance Electronic Board (DPI) ETRANS, RCAS (System Branch and DPI), eDISTRO (G6), SME DPRO, Record Brief, iPERMs, eTRANS, eDISTRO (G1 Staff and POC). Work Station administration support (G6). Joint Task Force G6: Active Directory User groups, automation equipment support and accountability, radio/phone support and accountability, OPORD Annex involvement. Network accounts coordination, alternate specs/back up network support to include VSAT (Temp) JISSC/JNN (Perm). Auto bridge request (ITC). Sharepoint Web creation/ Maintenance (G6) Server administration (G6). Workstation/Printer/Plotter administration support (G6). Network Infra structure Coordination. OCMP Network Certification, iPERMs server manager (G6). Workstation/Server technician. Performs other duties as assigned.

QUALIFICATIONS REQUIRED: AOC: 255A0. APPLICANTS MUST BE QUALIFIED PRIOR TO APPLYING FOR THIS POSITION.

Reassignment during this tour will not be authorized. Applicant must be qualified for appointment to position based on MTOE/TDA duty assignment. Applicant must be able to complete the Military Educational requirements (WOBC) commensurate with their military grade. Must possess a valid security clearance and qualify for a SECRET clearance as required for the grade, MOS/AOC and AGR duty position. Must not be non-select for promotion on latest consideration, by mandatory board; and must not have any flagging actions that would prevent from applying. Qualifications: This MOS has physical demands rating of light. WO1/CW2 must—successfully complete the Information Services Technician Warrant Officer Basic Course (WOBC). Meet vision and hearing standards of AR 40-501 for assignment of officers to Signal Corps, normal color discrimination per AR 40-501, and have full use of both hands. Be a U.S. citizen. Qualify for a security clearance of SECRET. CW3 must- Meet qualifications listed in paragraph f CW2s assigned to CW3 positions will attend their MOS WOAC prior to assignment.

SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. You must have at least 3 years remaining on current enlistment on the first day of the initial tour. Applicants must re-enlist or extend in order to meet this requirement.
4. This is a 3 year stabilized tour. Except for mobilization or other emergency, member accepted for tour normally will not be subject to reassignment during the first 36 months of initial tour. After 18 months of initial tour, soldier may be reassigned without consent or without geographical limitations to meet the needs of the service.
5. On board AGR soldiers who do not become qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
5. Over 150 days of TDY will be required annually during the first year of CST assignment. (Average future years TDY at a minimum will require 100 days of TDY).
6. Will be required to live within 50 miles and 60 minutes of the unit location. (PCS move may be required).
7. Subject to immediate no notice recall and deployment 7/24/365 unless on pre-approved leave or pass.
8. Must be successful in completing the CST training.
9. All AGR soldiers will sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.
10. Previous two-year staff assignment in nuclear, biological or chemical related fields desired.
11. Candidates will be given an opportunity to visit the unit, discuss the unit's mission and requirements, and participate in Level A and Level B suit familiarization. Selected individuals will have to complete OSHA physical prior to assignment.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. NGB Form 34-1, signed, dated and annotated job number and email contact information.
2. Selected individual must have a current Periodic Health Assessment (PHA) and HIV Test.
3. Signed certified copy of updated DA Form 2-1- OR - updated Enlisted Record Brief (ERB)/Officer Record Brief (ORB).
4. Updated Personnel Qualification Record (PQR).
5. Three latest NCOERs/OERs and as available for junior Soldier/NCO applicants. (Gaps in rating periods MUST be explained by in writing.)
6. Letter of recommendation / performance evaluation on individuals not requiring an NCOER/OER.
7. Personal photograph in Class A uniform (E5 and below), DA photo in Class A uniform (E6 and above, no more than 5 years old).
8. All Soldiers must have documentation showing they meet current HT/WT Standards IAW AR 600-9; provide Tape Test DA Form 5500 (Males), DA Form 5501 (Females) must be within 6 months of ending date of announcement.
9. All Soldiers must have documentation showing they meet current Army Physical Fitness retention standards IAW AR 40-501; provide DA Form 705 showing a current APFT, not more than 6 months old AGR members and 12 months for traditional members.
10. DA 3349 must be submitted for Soldiers with Permanent Profiles.
11. Unit memo or documentation verifying no Flagging Actions.
12. INITIAL ENTRY ONLY: (BOTH of the following must be submitted)
 - a) Retirement Points History Statement (NGB Form 23)
 - b) Provide all DD Form 214s. (Long version copies 2, 4, 7, or 8)
13. Forward application and attachments to: Human Resources Office
ATTN: MDNG-HRO-AGR
Fifth Regiment Armory
29th Division Street
Baltimore, MD 21201-2288
14. Application screening will be made without regard to race, religion, color, gender, or national origin.
15. Applicants are subject to a personal interview, before a military board upon notification of time and place. Necessary travel will be at the expense of the individual. Inquiries concerning specific aspects of the duty position should be directed to the Selecting Official.
16. Selection criteria are based on military education, experience in career management field, source of MOS/AOC, civilian education and experience related to the position.
17. Eligibility of Guardswomen will be consistent with applicable assignment policies of NGR 600-100 for Officer, NGR 600-101 for Warrant Officers and NGR 600-200 for Enlisted.

NOTE: Include the Job Number and Job Title on your application. Applications received after the closing date will be returned.

BINDERS/FOLDERS ARE NOT NECESSARY. APPLICATIONS SUBMITTED IN BINDERS/FOLDERS WILL BE REMOVED PRIOR TO BEING FORWARDED TO INTERVIEWING OFFICIALS. BINDERS/FOLDERS WILL NOT BE RETURNED.